



# Integrating Literacies in Community Adult Learning Programs

## Introduction

Adult participants in community programs or training courses may have difficulties with some of the literacy requirements of their program. Integrating literacies means addressing these difficulties and providing support for people to use and practice literacies while learning the program content. Integrating literacies is also way to reduce barriers and widen access to participation and learning.

This workshop was prepared for coordinators of Community Adult Learning Councils. In Alberta, CALC coordinators generally work with a variety of agencies that offer learning programs in their communities. The workshop could be adapted for agency managers and others who want to integrate literacies into agency programs.

## Workshop intentions

- Discuss the meaning and purpose of integrating literacies into programs
- Explore what is involved in integrating literacies into adult community learning programs
- Identify a range of literacy support resources
- Identify how and where to access literacy support resources
- Take the first steps to create a literacy support resource

## Resources

- PowerPoint Presentation\*
- Participant Package\*
- Checklist of Literacy Skills Handout\*
- Other Integrating Literacies Handouts\*
- Computers with internet access
- White board and markers
- A range of literacy support resource materials
- Craft and writing materials to create resources
- Adult learners' stories or statements about literacy (e.g., Story of the Week. Go to <http://www.nald.ca/story/story.htm>)

\* Available on the Widening Access for Adult Literacies website

**Time:** 2.5 - 3 hours

Space is included in the workshop plan to add approximate times for each part of the workshop.

Developed by  
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2008.

Widening Access for  
Adult Literacies  
Project.

<http://www.wideningaccessforliteracies.ca>

## Workshop Plan

PP Slide	Activity/Points to review	Time/ Resources
1-2	<p>Welcome and introductions</p> <ul style="list-style-type: none"> <li>• Introduce self.</li> <li>• Review workshop intentions.</li> <li>• Invite participants to introduce themselves and respond to: "What experience do you have of integrating literacies?"</li> </ul>	
3	<p>Review</p> <ul style="list-style-type: none"> <li>• What do we mean by 'Integrating Literacies'?</li> <li>• What is involved in integrating literacies into community adult learning programs?</li> </ul>	
4	<p>Presentation and discussion:</p> <ul style="list-style-type: none"> <li>• What literacy issues have you noticed with the people who attend your programs?</li> <li>• What are you already doing to manage literacy issues in your programs?</li> <li>• What would you like to take away from the workshop to help you better manage literacy issues in your programs?</li> </ul>	
5 - 6	<p>Developing literacy awareness among facilitators. Review:</p> <ul style="list-style-type: none"> <li>• Quiz and discussion points.</li> <li>• Challenges in getting facilitators on board.</li> </ul>	
7 - 8	<p>Who has low-level literacy? Presentation and discussion</p>	Adult learners' stories
9- 10	<p>Identifying the literacy needs of Adult learning programs</p> <ul style="list-style-type: none"> <li>• Responding to typical questions asked by facilitators</li> </ul>	

	<ul style="list-style-type: none"> <li>• How to identify the literacy requirements of your program</li> </ul>	
11	<p>Getting started – finding and developing resources</p> <ul style="list-style-type: none"> <li>• Identify some examples of literacy requirements of adult learning programs.</li> <li>• Present resource examples developed for adult learning programs.</li> <li>• Review example of finding and creating literacy support resources for a stress management program.</li> </ul>	Participant Package
12	<p>Finding and creating literacy learning resources</p> <p>Working in small groups, participants identify a topic for one of their programs. They find and/or /create a literacy resource to use with that topic.</p>	Internet access Materials to create resources
13	<p>Feedback and discussion about literacy learning resources</p> <ul style="list-style-type: none"> <li>• Becoming aware of literacy needs of my program</li> <li>• Using clear language guidelines to access and develop resources</li> <li>• Finding resources</li> <li>• Assessing current resources</li> <li>• Accessing available local resources</li> <li>• Widening the net for accessing resources</li> <li>• Creating or revising own resources</li> </ul>	
14 - 20	<p>Supporting participants with literacy challenges</p> <p>Presentation and discussion:</p> <ul style="list-style-type: none"> <li>• Awareness of adult learning principles, learning barriers, learning styles</li> <li>• Using a participatory learning model</li> <li>• Examples of how the Experiential Learning Cycle (Kolb) can be used to integrate literacy supports into a Stress management program</li> </ul>	
	<p>Final discussion round:</p> <ul style="list-style-type: none"> <li>• What have you learned.</li> <li>• What can you take away today that you can use?</li> </ul>	